Instructions to Architects

Re. Proposed New Court House at Woodstock.

The proposed new Court House for the County of Oxford is to be built in Woodstock, Ontario, in the highest part of the Town, on a lot containing about three acres. The front of the building will be towards the south. The ground in front is nearly level, and falls about three inches in ten feet towards the back.

It would be preferred to have the external walls of the Court House built of stone; the face work of main part of the extetior in random ashler with pitched joints, or in regular courses worked similar, with bands and other parts of the work treated differently.

The building is to be made as nearly fire-proof as possible, and it is to be heated with steam or hot water, and to be thoroughly ventilated throughout.

Architects competiting will be required to furnish plans, sections, and at least three elevations, and specifications, giving a proper description of the materials and work; also plan of basement, showing all heating, sanitary and ventilating arrangements, closets, &c.

The sizes of the different offices and rooms given below are not intended to be binding, only to give those competing an idea of the accommodation required in each—as in carrying out a design it may be necessary to make some of them larger or smaller, but there should be ample space allowed for all the rooms and offices—and all well lighted The sizes of the rooms are given in square feet, being the area of the floor, and should be as well proportioned as possible. The size of the vaults are also given in internal area. The Committee judged that the internal width should not be less in any case than five feet.

The $75,000 is intended to include everything necessary or required throughout the building, including heating, lighting, ventilating, and the furnishing for all the rooms—fitting up of vaults, etc. etc.

APPROXIMATE SIZES OF THE ROOMS AND OFFICES REQUIRED.

Number of Rooms	Purpose for Which They Are Required.	Area of Each in Sq. Ft.	Number of Vaults.	Internal Area in Sq. Ft.
1	Council Chamber	1500		
* 1	County Clerk's Office	300	1	80
* 1	Committee Room	280		
* 2	Committee Rooms, each	200		
2	Judge's Chambers and Library, each	300	1	30
2	County Attorney's Offices, each	200	1	60
2	Clerk of Court Offices, each	220	1	100
* 1	County Treasurer	300	1	80

The above Rooms and offices should be on the ground floor, and those marked * should be easily accessible from the Council Chamber.

1	Court Room	3000		
1	Judge's Room	200		
2	Master in Chancery, each	220	1	80
1	Crown Counsel's Room	160		
2	Witness Rooms, each	200		
1	Barristers' Room	300		
1	School Inspector	160		
1	Police Magistrate	160		
2	Sheriff's Offices, for the two	400	1	60
2	Petit Jurors' Rooms, each	200		
1	Grand Jurors' Room	300		

The Judge's Room should be in close proximity to the Court Room. The Master in Chancery's Rooms or the Sheriff's Rooms, or both, may be on the ground floor.

JAMES WHITE, County Clerk.

Woodstock, 26th Dec., 1888.